Closing the Gap Collaboration Fund

Guidance notes

1. FUNDING CALL DETAILS

1.1 Overview

The Closing the Gap network invites proposals for projects to support and encourage emerging collaborations in the area of severe mental ill health. The objective of the fund is to support collaborations to develop new research proposals that could be funded through the Closing the Gap Network 'Plus' funds or through other funding bodies.

Each project may have a total value of up to £2000 (at 100% fEC) to cover the costs of organising meetings or other activities aimed at developing a funding proposal.

1.2 Maximum project value £2000* (*see 5. Budget Criteria below)

2. BACKGROUND

The Closing the Gap Network is one of eight national networks funded by UK Research and Innovation (UKRI) as part of the 2018 Cross-Council Mental Health Plus call to further research in mental health.

Life expectancy in people with severe mental ill health is shortened by around 20 to 25 years and our challenge is to better understand and reduce this health gap and associated health inequalities. The Closing the Gap Network was established to better understand and reduce this health gap experienced by people with severe mental ill health. One of the ways in which we aim to do this is by distributing 'Plus' funds to seed-fund research over the course of the network.

The aim of the collaboration fund is to foster collaborations aimed at generating high-quality research proposals which can then be submitted to one of the Closing the Gap Network funding calls or to another funding body. It is expected that teams applying for the collaboration fund will be a newly established collaboration consisting of researchers, community and third sector organisations and individuals with lived experience of severe mental ill health

2.1 Project support and reporting

- The collaboration will be given a project page of the Closing the Gap website which can be used to highlight the activity undertaken by the group
- The project lead will be asked to provide a narrative report at the end of project (a maximum of 12 months after the project commenced)
- A final expenditure report is submitted to CTG at the close of the project.
- The Closing the Gap Network should be acknowledged as the funder on project materials and the CTG logo used, as appropriate.

3.   APPLICATION CRITERIA

The eligibility criteria are set out below

- The lead applicant must be an individual working in a UK Higher Education Institute (HEI). Third sector organisations can be included as co-applicants within an HEI led application.
- Applicants must demonstrate how the project forms a new collaboration
- Awards will not be made retrospectively therefore the development work proposed in the project must not have already taken place.
- The maximum cost (at 100% fEC) of individual project awards is £2000

4.   GUIDANCE CRITERIA

- Clearly set out the aim of the project and provide objectives that the project intends to achieve. Describe all the project activities that will be undertaken, bearing in mind the need for collaborative activities.
- The project budget should be aligned to the project activities.
- The project proposal should include information on how the success of the project will be measured.
- All applications should be in an area of demonstrable funding opportunity which applicants should evidence in their submission.
- Applications are particularly encouraged from projects which include early career researchers. You should provide a clear case as to how the ECRs will benefit from participation in the project.
- Applications exceeding the word counts will be rejected
- Do not attach any additional documentation as this will not form part of the assessment process. If footnotes are included they will form part of the overall word count for that section.

5.   BUDGET CRITERIA

Each application should describe the allocation of funds for their project, with a maximum total cost of £2000 (at 100% fEC). Please note that projects are funded according to UKRI (ESRC) fEC guidelines, i.e. 80% fEC with valid Exceptions at 100% fEC.

- Collaboration Fund projects should use the funding within 12 months of receiving the award
- A project inception event at the start of the project is often a good way to kickstart the activity.

Eligible costs include:

- Venue hire and catering
- Travel to attend collaborative meetings
- Directly incurred costs of an administrator or technical support. This should be at an appropriate budget percentage for the achievement of the project activities.

- Consumables but should be appropriate to support the collaborative activities
- Public Involvement costs

The following items will not be eligible for funding in this call:

- Costs of academic staff time. All those named in the staff section of the application form will be considered 'academic staff'. This includes those working on research funded projects and time limited research contracts e.g. Fellows, Post-Docs, Research Assistants etc.
- Computer hardware including laptops, electronic notebooks, digital cameras etc.
- Books or other permanent resources

6.   APPLICATION PROCESS

Applicants should complete the application form available from the [Closing the Gap website Funding Opportunities page](#) and emailed to ctg-network@york.ac.uk with the subject line CTG Collaboration Proposal <lead applicant surname>

7.   ASSESSMENT CRITERIA

Proposals submitted to this call will be reviewed by three members of the Closing the Gap Network Delivery Team. Funding decisions will be communicated to applicants four weeks within submission.

Your application will be assessed by the panel against the following criteria:

- The clarity and relevance of the project aims and objectives in relation to the aims and objectives of the Closing the Gap Network
- The likelihood of the collaboration leading to the development of a viable research proposal for future funding
- Opportunity for early career researchers
- Evidence that the project is developing a new rather than existing collaboration
- Appropriateness of the funds requested

8.   CONTACT

If you have any queries regarding this call please contact ctg-network@york.ac.uk.